

CM/ECF User's Guide Part 2 US Bankruptcy Court, Southern District of Iowa	Chapter
	Amended Documents
	Section
	Amended Matrix

Docket**Amended Matrix**

STEP 1	Select Bankruptcy
STEP 2	Select Other/Misc
STEP 3	Select Amended Matrix
STEP 4	Enter Case Number
STEP 5	Check if joint filing with another attorney
STEP 6	Select Party Filer
STEP 7	Browse, locate, review and attach PDF document (Include the Certificate of Service as part of the Amended Matrix PDF document.)
STEP 8	Refer to instructions following for upload of creditor matrix – additional creditors ONLY
STEP 9	Review Docket Text
STEP 10	Submit if accurate
STEP 11	Back up if changes required
STEP 12	Review Notice of Electronic Filing

SAMPLE DOCKET TEXT

Docket Text: Final Text

Amended Matrix Filed by Debtor Alfred Dursley. (Miller, John)

**Add Additional
Creditors**

Use Creditor Maintenance option to add additional creditors. **UPLOAD THE ADDITIONAL CREDITORS ONLY.** Refer to Chapter: Processing New Cases; Section: Upload a Creditor Matrix.

